

October 17, 2007

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session on October 9, 2007 and recommends the following motions:

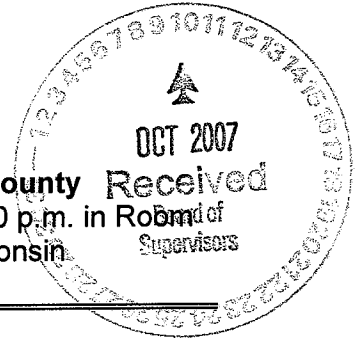
1. County Executive report.
 - a) Budget Status Financial Report for August 31, 2007.
No action.
2. Internal Auditor Report.
 - a) Budget Status Financial Report for August 31, 2007.
 - b) Clerk of Courts Internal Controls Audit (September 2007).
 - c) Sheriff Department Internal Controls Audit (October 2007).
 - d) 2008 Audit Plan.
Receive & place on file.
3. Communication from J. D. McKay, Circuit Court Branch VI re: Pay Increase – Jean Eckers, Office Manager II. (Held from previous meeting.) Committee approved. See Resolutions, Ordinances October County Board.
4. Communication from Human Resources re: Brown County labor Negotiator.
Retain Don A. Vander Kelen to negotiate and administer labor agreements and to be responsible for affected labor relations for the period of October 1, 2007 to September 30, 2008 at a monthly rate of \$4,000. This agreement can be terminated within 30 days by either party.
5. Ordinance re: To Repeal and Recreate Sec. 4.48 of the Brown County Code Entitled "Salary Structure." (Referred from Administration Committee with revisions.) Committee approved. See Resolutions, Ordinances October
6. Ordinance re: To Amend Sec. 4.51 of the Brown County Code Entitled "Pay Rate Adjustments." (Referred from Administration Committee.) Committee approved. See Resolutions, Ordinances October County Board.
7. **Closed Session:** For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wisconsin State Statute 19.85 (1) (e). In the alternative, the Executive Committee is meeting for the purpose of collective bargaining and is not subject to the Wisconsin open meetings law pursuant to 19.82 (1) of the Wisconsin State Statutes.
 - a) Enter into closed session.
 - b) Return to regular order of business.
 - c) No action taken.

Approved by:

COUNTY EXECUTIVE

Date

**PROCEEDINGS OF THE BROWN COUNTY
EXECUTIVE COMMITTEE**



Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Executive Committee** was held on Wednesday, October 9, 2007 at 6:30 p.m. in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, Wisconsin.

Present: Jack Krueger, Tom Lund, Bernie Erickson, Harold Kaye, Kathy Johnson, Pat Evans, Steve Fewell.

Also Present: Tom Hinz, Sara Perrizo, Debbie Klarkowski, Don VanderKelen, Judge J.D. McKay, Jean Eckers. Supervisor LaViolette.

1. CALL MEETING TO ORDER:

The meeting was called to order by Chair Krueger at 6:30 p.m.

2. APPROVE/MODIFY AGENDA:

A MOTION WAS MADE BY SUPERVISOR JOHNSON AND SECONDED BY SUPERVISOR KAYE TO MODIFY AGENDA WITH THE ADDITIONS OF 8A AND 9A. VOTE TAKEN. MOTION CARRIED UNANIMOUSLY.

3. APPROVE/MODIFY MINUTES OF SEPTEMBER 10, 2007.

A MOTION WAS MADE BY SUPERVISOR ERICKSON AND SECONDED BY SUPERVISOR KAYE TO APPROVE. VOTE TAKEN. MOTION CARRIED UNANIMOUSLY.

4. REVIEW MINUTES OF: (NONE)

Comments from the Public

5. None.

Reports

6. COUNTY EXECUTIVE REPORT.

a) Budget Status Financial Report for August 31, 2007.

County Executive Tom Hinz stated budget is doing fine.

Hinz reported that he attended the Wisconsin Counties Association Conference. Hinz would like to form an Environmental Energy Audit Committee and asked if any County Board member who is interested in being on the committee to contact him.

7. INTERNAL AUDITOR REPORT.

- a) Budget Status Financial Report for August 31, 2007.
- b) Clerk of Courts Internal Controls Audit (September 2007).
- c) Sheriff Department Internal Controls Audit (October 2007).

Supervisor Kaye stated he had concerns re: D.A.R.E. Packer parking tickets and would like to have each ticket numbered. Sara Perrizo, Internal Auditor, stated she spoke with Chief Deputy John Gossage regarding this issue, and it was explained that tickets are handed out and turned back in the same day of the game. The tickets are color coordinated for each game, each ticket has a gate number and each gate has "X" amount of tickets handed out.

- d) 2008 Audit Plan.

Perrizo informed the committee that the Employee Tip Line and website are now in place and at no cost. Perrizo will keep the committee updated.

Perrizo also reported that Catherine M. Christiansen (who is charged with felony theft in a business setting) is in court today re: theft from the Mental Health Center. All the financial records that were used to audit were requested for her defense.

A MOTION WAS MADE BY SUPERVISOR FEWELL AND SECONDED BY SUPERVISOR LUND TO RECEIVE AND PLACE ON FILE. VOTE TAKEN. MOTION CARRIED UNANIMOUSLY.

Communications

- 8. Communication from J. D. McKay, Circuit Court Branch VI re: Pay Increase – Jean Eckers, Office Manager II. (Held from previous meeting.)

Judge McKay explained that the letter was sent to the Executive Committee with a copy to the Human Resources department stating if they were to adjust Ms. Eckers' position, this is the way to approach it.

A MOTION WAS MADE BY SUPERVISOR JOHNSON AND SECONDED BY SUPERVISOR KAYE TO APPROVE. VOTE TAKEN. MOTION CARRIED UNANIMOUSLY.

- #8a Communication from Human Resources re: Brown County Labor Negotiator.

Supervisor Krueger and Executive Hinz met with Don VanderKelen on Friday, October 5, 2007 and an agreement was reached.

A MOTION WAS MADE BY SUPERVISOR JOHNSON AND SECONDED BY SUPERVISOR KAYE TO RETAIN DON A. VANDERKELEN TO NEGOTIATE AND ADMINISTER LABOR AGREEMENTS AND TO BE RESPONSIBLE FOR AFFECTED LABOR RELATIONS FOR THE PERIOD OF OCTOBER 1, 2007 TO SEPTEMBER 30, 2008 AT A MONTHLY RATE OF \$4,000.00 THIS AGREEMENT CAN BE TERMINATED WITHIN 30 DAYS BY EITHER PARTY. VOTE TAKEN. MOTION CARRIED UNANIMOUSLY.

Resolutions, Ordinances

9. Ordinance re: To Repeal and Recreate Sec. 4.48 of the Brown County Code Entitled "Salary Structure." (Referred from Administration Committee with revisions.)

Debbie Klarkowski, Human Resource Analyst, explained the salary structure is just an update to make everything current.

A MOTION WAS MADE BY SUPERVISOR ERICKSON AND SECONDED BY SUPERVISOR KAYE TO APPROVE. VOTE TAKEN. MOTION CARRIED UNANIMOUSLY.

- #9a Ordinance re: To Amend Sec. 4.51 of the Brown County Code Entitled "Pay Rate Adjustments." (Referred from Administration Committee.)

A MOTION WAS MADE BY SUPERVISOR JOHNSON AND SECONDED BY SUPERVISOR EVANS TO APPROVE. VOTE TAKEN. MOTION CARRIED UNANIMOUSLY.

10. **Closed Session:** For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wisconsin State Statute 19.85 (1) (e). In the alternative, the Executive Committee is meeting for the purpose of collective bargaining and is not subject to the Wisconsin open meetings law pursuant to 19.82 (1) of the Wisconsin State Statutes.

A MOTION WAS MADE BY SUPERVISOR LUND AND SECONDED BY SUPERVISOR JOHNSON TO MOVE INTO CLOSED SESSION. ROLL CALL TAKEN.: PRESENT: KRUEGER, LUND, ERICKSON, KAYE, JOHNSON, FEWELL, EVANS.

The recording secretary was excused at 7:10 p.m.

A MOTION WAS MADE BY SUPERVISOR EVANS AND SECONDED BY SUPERVISOR JOHNSON TO RETURN TO REGULAR ORDER OF BUSINESS. ROLL CALL TAKEN.: PRESENT: KRUEGER, LUND, ERICKSON, KAYE, JOHNSON, EVANS. EXCUSED: FEWELL AT 7:32 P.M.

11. SUCH OTHER MATTERS AS AUTHORIZED BY LAW.

None.

Motion made by Supervisor Lund and seconded by Supervisor Erickson to adjourn at 7:32 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Alicia Loehlein
Recording Secretary